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PART - II

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No.		Puducherry	Friday	18th	December	2015	

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GOVERNMENT OF PUDUCHERRY TRANSPORT SECRETARIAT

(G.O. Ms. No. 25/Tr. Sectt./2015, dated 9th December 2015)

POLICY GUIDELINES / PROCEDURAL GUIDELINES FOR LICENSING / REGISTRATION / FITNESS / GRANT OF PERMIT OF E-RICKSHAW / SYLLABUS FOR IMPARTING INSTRUCTIONS IN DRIVING E-RICKSHAW

1. The Ministry of Road Transport and Highways *vide* notification G.S.R.709(E), dated 8-9-2014 has notified E-rickshaw and E-cart as separate categories of transport vehicles. As per the notification G.S.R.709(E), dated 8-10-2014 of the Ministry of Road Transport and Highways, New Delhi and Section 2A of Motor Vehicles (Amendment) Act, 2015 read with notification, dated 20-3-2015

“E-rickshaw means a special purpose battery powered vehicle of power not exceeding 4000 watts, having three wheels for carrying goods or passengers, as the case may be for hire or reward, manufactured, constructed or adapted to carry not more than 04 passengers, excluding the driver and not more than 40 Kilograms luggage in total, equipped and maintained in accordance with specification as may be prescribed in this behalf and the maximum speed of the vehicle is not more than twenty-five kilometer per hour.”.

2. E-rickshaw has been created as separate category under Motor Vehicles Act and being promoted for replacing manual labored rickshaw, creating respectful livelihood opportunities for poor manual rickshaw pullers and facilitate movement of cleaner-fuelled, affordable vehicles which can provide last mile connectivity. This will also help in providing women and differently-abled person opportunities for engaging in meaningful employment.

3. The E-rickshaws or E-carts are a new vehicle category not be grouped with three-wheeled auto rickshaw or any other similar vehicle as the purpose of these vehicles is to provide last mile connectivity. The eligible persons to operate these vehicle require training in road traffic rules and signs and driving such vehicle.

4. In pursuance of the notifications GSR 709(E), dated 8-10-2014, GSR 27(E), dated 13-1-2015, S.O. 2590 (E), dated 8-10-2014, G.O. Ms. No.15/Tr. Sectt./2015, dated 17-6-2015 and the Motor Vehicles (Amendment) Ordinance, 2015 No. (3 of 2015), dated 20-3-2015, the Government of Puducherry has decided to introduce operation of E-rickshaws in Puducherry. These non-polluting battery operated vehicles are proposed to be operated within the Boulevard limits on pilot basis. It has also been decided to give permission to only those vehicles which are owned by the drivers of such vehicles themselves under Chapter-V of the Motor Vehicles Act, 1988.

5. Consequent to the above and based on guidelines issued to similar E-rickshaws in the National Capital Territory of Delhi, the Transport Department, Puducherry has made the following procedural guidelines for granting licence to drive E-rickshaw, grant of badge, certificate of fitness, registration of E-rickshaws and grant of permit. It is decided that the applicant shall apply to the licensing authority/ registering authority in whose jurisdiction he/she resides along with requisite documents.

(A) Grant of Learner's Licence to drive E-rickshaw :

- (i) Application-*cum*-Declaration as to physical fitness in Form-1.
- (ii) Medical Certificate in Form-1A.
- (iii) Application for grant of learner's licence in Form-2.
- (iv) Proof of residence.
- (v) Proof of age.
- (vi) Applicant must have completed 20 years of age.
- (vii) Appropriate fee as specified in Rule-32 of C.M.V.R 1989.
- (viii) Sub-section (1) of section 7 *i.e.*, "No person shall be granted a learner's licence to drive a transport vehicle unless he has held a driving licence to drive a light motor vehicle for at least one year" is not applicable to E-rickshaw (as per amendment to Motor Vehicles Act 1988, dated 20-3-2015).

Note : No learner's licence shall be issued to any applicant unless he passes to the satisfaction of the Licensing Authority such test as may be prescribed by the Central Government.

(B) Grant of Permanent Driving Licence to drive E-rickshaw :

After 30 days of issuance of learner's license and before its expiry, the applicant may apply to the Licensing Authority in whose jurisdiction he/she resides and shall be accompanied by following documents/forms duly filled in.

- (i) Application for grant of licence to drive an E-rickshaw in Form-4.
- (ii) An effective learner's licence (Original).
- (iii) Appropriate fee as specified in rule-32 of C.M.V.R 1989.
- (iv) A certificate with unique Serial Number issued by the registered E-rickshaw or E-cart association, or a manufacturer producing E-rickshaw or E-cart, as the case may be to the effect that the applicant has undergone a training at least for a period of ten days as GSR27(E), dated 13-1-2015.

Note : (1) The applicant appearing for the driving test, has to come with an E-rickshaw which has the letter "L" painted on a plate/card in red on a white background both in the front and back.

(2) On successful passing of test of competence prescribed in rule 15 of C.M.V.R.1989, a driving licence to drive an E-rickshaw on a specified area/route will be given to the applicant.

(3) Syllabus for imparting instructions for driving instructions for driving of E-rickshaw is enclosed.

(C) Authorisation to drive transport vehicles (Badges) :

The applicant shall apply to the licensing authority in which he/she resides and shall be accompanied by following documents/forms duly filled in.

- (i) Application for issue of Badge in Form-ATVA.
- (ii) Proof of residence.
- (iii) An effective learner's licence copy.
- (iv) Antecedent's verification certificate of applicant (issued by Police Department).
- (v) Appropriate fee as specified in C.M.V. Rules.
- (vi) The applicant need not wait for one year to drive a E-rickshaw (Transport vehicle).

Note : The Badge shall be issued only after antecedents and character verification from the Police Department, Puducherry region and on production of an effective driving licence to drive E-rickshaw.

(D) Documents required for registration of an E-rickshaw :

(I) *For new E-rickshaw :* The applicant shall apply to the licensing authority in which he/she resides and shall be accompanied by following documents/forms duly filled in.

- (i) Application for registration in Form-20.
- (ii) Sale certificate in Form-21 (from manufacturer/dealer).
- (iii) Certificate of Roadworthiness in Form-22 (from manufacturer).
- (iv) Manufacturer's invoice.
- (v) Dealer's invoice.
- (vi) Proof of residence.

- (vii) Certificate of insurance/cover note.
- (viii) Certificate of Fitness.
- (ix) Antecedent's verification of vehicle owner from Police Department, Puducherry region.
- (x) Effective Driving Licence to drive an E-rickshaw.
- (xi) Effective Public Service Vehicle (PSV) Badge authorising to drive an E-rickshaw.
- (xii) Appropriate fee as specified in rule-81.
- (xiii) One time Road Tax (if applicable).

(II) *Certificate of Fitness* : The certificate of fitness to E-rickshaws shall be issued in Form-38 as prescribed in Central Motor Vehicles Rules, 1989. The inspecting authority shall physically verify the vehicle with the details as specified in technical specifications endorsed by the testing agency that it truly represents the vehicle model approved by the designated testing agency and complies with relevant provisions of Central Motor Vehicles Rules, 1989.

(III) *Documents required for issuance of Permit to E-rickshaw* : The applicant shall apply to the licensing authority in which he/she resides and shall be accompanied by following documents/forms duly filled in.

- (i) Application for grant of Permit in Form-P.Co.C. (with photograph).
- (ii) Effective Registration Certificate.
- (iii) Effective Driving Licence to drive an E-rickshaw.
- (iv) Effective PSV Badge to drive an E-rickshaw.
- (v) Details of Bank Account.
- (vi) PAN/Voter's Identity Card.
- (vii) Proof of residence.
- (viii) Appropriate fee as specified in Central Motor Vehicles Rules, 1989.
- (ix) An undertaking from the applicant to the effect that he/she is not in possession of a Public Service Vehicle with a permit.

(E) Syllabus for imparting instructions in driving of E-rickshaw :

As per the GSR 27(E), dated 13-1-2015 each trainee is required to undergo at least 10 days training for driving E-rickshaw. The actual driving hours for trainees in driving E-rickshaw shall not be less than five hours in pursuance of the above, the following subject matter shall be covered during such training :

A. DRIVING THEORY :

1. Know your vehicle : Simple introduction to traction battery, traction motor power controller and their working.
2. Vehicle control—
 - (i) Foot controls : Foot brake.
 - (ii) Hand controls : Handle bar, hand brake, parking brake, horn, light, ignition switch, starter, dipper and indicators.
 - (iii) Other controls : (a) Rear-view mirror (right and left side).
(b) Side indicators.
3. Pre-driving Check : (i) Before sitting on driver's seat and
(ii) After sitting on driver's seat.
4. Beginning to drive : (i) Precautions just before moving.
(ii) While moving, stopping and braking.
(iii) Accelerator (gradual/sudden).
(iv) Traffic sense, road sense, judgment.
(v) Parking and positioning according to road users,
(vi) Reversing.
5. Driving on the road : Anticipation, Judgment, and road positioning according to other road users.
6. Driving on the road : Mirror signal and Manoeuvres (MSM) and Position Speed and Look (PSL), Zone of vision.

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| 7. Manoeuvres | : | Merging and diverging manoeuvres-turning manoeuvres to left, right and U-turn, overtaking stationary vehicle, moving vehicle in left side and right side. |
| 8. Reversing | : | Locating reverse gear in sitting position, speed control. |
| 9. Parking | : | Parallel, angular, perpendicular parking facing uphill, parking facing downhill, common errors. |
| 10. Driver's responsibility on the road. | : | Driving behaviour, consideration for other road-users, courtesy and competitiveness, over-confidence, impatience and defensive driving. |
| 11. Qualities of a good driver. | : | Patience, responsibility, self-confidence, anticipation, concentration, courtesy, defensive driving, knowledge of road rules/regulations. Knowledge of vehicle controls, maintenance and simple mechanism. |
| 12. Priority for certain vehicles. | : | Emergency vehicles, Fire engines and Ambulance. |
| 13. Defensive driving techniques. | : | (i) Judgment
(ii) Anticipation
(iii) Escape route |
| 14. Night driving | : | (i) Location of head light switch.
(ii) Procedure.
(iii) Obligation to light the lamps.
(iv) Restriction on lighting the lamps. |
| 15. Emergency manoeuvres | : | (i) Prevention is better than cure in case of skidding, horn stuck.
(ii) Fire and wheels coming out. |

- (iii) Brake failure.
 - (iv) Burst of front tyre.
 - (v) Sudden obstruction in front of the vehicle.
 - (vi) Brake failure during down the slope.
16. Driving under special conditions:
- (i) In wet weather.
 - (ii) In dawn, dusk and misty roads.
 - (iii) In dense traffic.

B. TRAFFIC EDUCATION :

1. Driving regulations : Road use regulations made under section 118 of the Motor Vehicles Act, 1988.
2. Hand signals : Stop, right turn, left turn, overtaking, slow down.
3. Traffic signals : Schedule of Motor Vehicles Act, 1988.
4. Hand signals of Traffic : Constables / Traffic Warden.
5. Introduction to automatic light signals :
 - (i) Understanding the order of yellow, green and red light and what these lights convey.
 - (ii) Blinking of yellow light.
 - (iii) Blinking of red light.
6. Introduction to road markings :
 - (i) White line : Continuous and broken
 - (ii) Yellow line
 - (iii) Lane marking
 - (iv) Zebra-crossing
 - (v) Stop line
 - (vi) Parking marking
 - (vii) Sense of road signals

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7. Speed regulations on : (i) On congested road.
city roads. (ii) At traffic junctions (manned and
unmanned).
(iii) At stop line.
8. Parking at objectionable : Don't park vehicle–
places. (i) At or near a road crossing, a bend,
top of a hill or a humpbacked
bridge;
(ii) On a footpath;
(iii) Near a traffic light or pedestrian
crossing;
(iv) In a main road or one carrying fast
traffic;
(v) Opposite another parked vehicle or
as obstruction to other vehicle;
(vi) Alongside another parked vehicle;
(vii) On roads or at places or road where
there is a continuous white line with
or without a broken line;
(viii) Near a bus stop, school or hospital
entrance or blocking a traffic sign or
entrance to a premises or a fire
hydrant;
(ix) On the wrong side of the road;
(x) Where parking is prohibited;
(xi) Away from the edge of the footpath.
9. Some important provisions : Sections 112, 113, 121, 122, 123, 125,
of the Motor Vehicles 126, 131, 132, 134, 185, 186, 194 and 207
Act, 1988. of the Motor Vehicles Act, 1988.
10. Know about vehicle : State code, Authority code and number.
registration plate.
11. Test of competence to : Sub-rule (3) of rule 15 of Central Motor
drive E-rickshaw. Vehicles Rules, 1989.

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12. Traffic island : (i) Types of roundabouts.
(ii) Channelisers and median.
13. Road junctions : (i) Principles and types.
(ii) T junctions.
(iii) Y junctions.
(iv) Controlled junctions.
(v) Uncontrolled junctions.
14. Lane selection and lane discipline : Drive in a proper lane and change only after giving proper signal.
15. Accidents : (i) Types of accidents.
(ii) Causes for accidents
(iii) Preventive methods
(iv) Driver's duties and responsibilities on the occurrence of accidents.
16. Important provisions in : (i) Certain definitions.
Motor Vehicles Act, 1988 (ii) Driving licence and its renewal.
(59 of 1988), Central (iii) Certificates/documents to be carried
Motor Vehicles Rules, 1989 in a vehicle and production of such
and the State Motor document on demand by checking
Vehicles Rules. office.
(iv) Traffic offences and penalties stipulated under the Act and Rules.

C. VEHICLE MECHANISM AND REPAIRS :

1. Layout of vehicle : Brakes, parking brakes, location of traction battery, traction motor, power controller and charger.
2. Suspension system : (i) Purpose
(ii) Springs
(iii) Leaf spring, shackle and shackle pin.
(iv) Shock absorber and its bushes.

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3. Brakes system : (i) Purpose
(ii) Brake maintenance and adjustment.
4. Electrical system : (i) Traction Battery and its condition, electrolyte level, charging of battery.
(ii) Proper locking of battery terminals and cleaning thereof.
(iii) Head lights, rear lights, brake lights, reverse lights, indicators and horn.
(iv) Lights-knowledge to read the charging rate in the Ampere meter.
5. Tyres : (i) Maintenance
(ii) Effects of under inflation/over inflation.
(iii) Effect of defective tyres.
6. Instruments cluster, dash board meters. : Their purposes and functions.
7. Maintenance and cleaning of vehicle. : (i) Greasing and oiling as per recommendation of manufacturer.
(ii) Seats
(iii) Body paint, protection of sharp corners/edges.
(iv) Proper looming and insulation of electric wires.

D. PUBLIC RELATIONS FOR DRIVERS AND GENDER SENSITISATION :

Some basic aspect about ethical and courteous behaviour with other road users. Assist the senior citizen and differently abled persons. Due respect the women, not to pass lewd remarks and unexpected gesture.

E. FIRE-HAZARDS :

Fire-fighting and prevention methods on vehicle

F. VEHICLE MAINTENANCE :

1. Factors affecting the vehicle parts due to bad and negligent driving.
2. General day-to-day maintenance and periodical inspection.
3. Battery maintenance.
4. Brakes maintenance.
5. Observation of dash-board meters.
6. Greasing and lubrication.
7. Maintenance of lights and indicators.

G. FIRST-AID :

1. Introduction to first-aid.
2. Outline of first-aid.
3. Structure and functions of the body.
4. Dressings and bandages.
5. Respiration
6. Injuries to bones.
7. Burning scales.
8. Unconsciousness (insensibility).

Know Important Telephone Numbers.

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|-------------------------|---|---------|
| 1. Police control room | : | 100 |
| 2. Women helpline | : | 1091 |
| 3. Transport Department | : | 2280130 |
| 4. Ambulance helpline | : | 108 |
| 5. Fire control room | : | 101 |
| 6. Child helpline | : | 1098 |
| 7. Traffic Accidents | : | 1073 |

CERTIFICATE OF TRAINING IN DRIVING OF E-RICKSHAW/E-CART
(See rule 8A of CMVR)

Certificate No.

Date :

This is to certify that Shri/Smt./Kumari
Son/Wife/Daughter of Sri. residing
at was enrolled in this Association/Institute
on and his/her name is registered at Serial Number
in our register and that he/she has undergone the course of training
in driving of E-rickshaw/E-cart (Strike out which is not applicable)
according to the syllabus prescribed for a period from
to satisfactorily.

I am satisfied with his/her physical fitness and sense of
responsibility.

Signature :

Name :

Designation :

Details of registered E-rickshaw association/manufacture.

Name :

Address :

Registration No. Date

The enrollment of trainee(s) and the driving hours spent by a
trainee are to be maintained by the association/manufacture of
E-rickshaws in Form 14 and 15 respectively.

(By order)

S. THAMMU GANAPATHY,
Deputy Secretary to Government
(Transport).

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